

JOB ANALYSIS FORM	ORGANIZATION	JOB NO.	PAGE NO.	NO. OF PAGES
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POSITION TITLE	AGENCY PERSONNEL SPECIALIST <i>(Telephone number)</i>
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SERIES, GRADE	SUBJECT MATTER EXPERT <i>(Typed name and extension)</i>
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JOB ACTIVITY <i>a</i>	KNOWLEDGE, SKILLS AND ABILITIES (KSA's)* <i>b</i>	RELATIVE IMPOR- TANCE OR WEIGHT** <i>c</i>	EVIDENCE OF KSA <i>d</i>

*Identify mandatory KSA's with symbol (M). **Most Important = 1; Important = 2, Least Important = 3.